



ARIZONA DEPARTMENT OF TRANSPORTATION

INTERMODAL TRANSPORTATION DIVISION
ENGINEERING CONSULTANTS SECTION
205 South 17th Avenue - Room 293E, Mail Drop 616E
Phoenix, Arizona 85007



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November 25, 1998

Engineering Consultants Section

INFORMATION BULLETIN 98-26

TO: Consultants

FROM: Engineering Consultants Section *RZG*

SUBJECT: **Second Notice**: Training For ADOT Scheduling Guidelines

ADOT is implementing a requirement that Design Consultants submit Critical Path Method schedules for all new design and pre-design projects. In order to assist Consultants to meet this requirement, ADOT's Program & Project Management (PPMS) section will be conducting a training session for ADOT Scheduling Guidelines.

Those who attend this session will acquire the knowledge and tools necessary to create ADOT-compliant pre-design and design schedules. Those who cannot attend either of the two official training sessions (Phoenix or Tucson) will need to contact PPMS.

All consultants must comply with the new guidelines for all new projects. This training covers all guidelines and tools necessary to meet this requirement. There will be sessions in both Phoenix and Tucson – see attached registration form.

Please send one representative who is directly responsible for developing, monitoring and maintaining ADOT project schedules. He/she should have a strong background in project scheduling. Fax the attached registration form as soon as possible to: 602-407-3207.

If you have questions about registration, call Roseann Osorio at 602-255-7678. Please notify Roseann if you cannot attend either session.

REGISTRATION FORM

Training for ADOT Scheduling Guidelines

Session # 1 Phoenix

Thursday, December 3, 1998

1:00-4:00 PM

Auditorium-Room 107, ADOT Administration Building

206 South 17th Avenue, Phoenix

Session #2 Tucson

Thursday, December 17, 1998

9:00 AM -12:00 PM

Main District Conference Room

1221 South 2nd Avenue, Tucson

Firm Name:

Preferred Session:

Representative's Name:

Phone:

Fax:

Address:

Please Fax this Form to: 602-407-3207